

84-0726

FEB 9 1984

MEMORANDUM FOR: Deputy Director for Administration

THROUGH: Director of Training and Education  
Chief, Career Management Staff, DDA

FROM: Robert W. Magee  
Director of Personnel

SUBJECT: Transfer of Positions

1. In accordance with an agreement between the Office of Personnel (OP) and the Office of Training and Education (OTE) concerning the separation of employment and training activities relative to the Career Training Program, it is requested that action be taken to transfer five positions from the OP Development Complement to OTE. These positions will accommodate the personnel being reassigned to OTE to administer the CTP training functions.

2. Chief, OTE Personnel is prepared to provide PMCD with the grades, titles and other position information required. If additional information is needed on this matter, please contact [redacted] Chief, Personnel and Career Management Staff/OP, extension [redacted]

STAT  
STAT  
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Robert W. Magee

CONCUR: With the understanding that one additional position will be transferred to OTE if/when there is a need for an additional program officer.

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Director of Training and Education

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Date

APPROVED:

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Deputy Director for Administration

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Date

## Distribution:

- 0 - Addressee
- 1 - D/OTE
- 1 - DDA/CMS
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